

## West Oaks Condos HOA Board Meeting

May 18, 2011

**Attendance:** Brian B. Egan, Mary Fell, Jane Wright, Denise Wells (Doris Cancel-Tirado, absent) – board members. Kurt Powell of Willamette Community Management – property manager. Robert Stevens, Medora Tuck, and Lydia McLung – homeowners.

**Approval of Minutes:** The minutes from the February, Mary, and April meeting were not posted on the web site as of the date of this meeting, nor were they read aloud. They will be approved at the June meeting.

**Treasurer's Report:** Mary Fell, Treasurer, reviewed the budget and reported that the bank account is reconciled.

### Owner's Forum:-

- An owner shared a concern about another owner not cleaning up after a dog. \* Kurt will follow up with the dog's owner. \* Kurt also will ask our lawn maintenance co. to neutralize all pet-caused yellow spots in the lawn.
- Medora mentioned that the mailbox has mold on the back. \* Kurt will ask Jon to clean this.
- An owner raised the concern that students would be throwing away a lot of garbage. \* Kurt will also call about an extra garbage pick as students move out.
- The resident of E-201 reported water damage around the baseboards in the bathroom. \* Kurt will visit this unit.
- An owner asked about the type and color of paint applied by the builder. \* Jane will look for information on the original paint colors.
- The resident of A203 requested that the stairs be safety inspected. \* Kurt will sent Jon to look at this.
- A resident did not receive a parking permit from her landlord. \* Kurt will issue a replacement.

### Property Manager's Report:

- Two owners are delinquent in assessments; liens have been placed on their properties. One of these owner is "Fannie Mae" (FNMA). \* Kurt will send a warning to Fannie Mae.
- Only 7 owners have not provided their contact information.
- Status of sapling removal: only one sapling was removed. There are no proposals for the removal of others yet.
- Garbage enclosure repair: Jon is currently working on it.

- Handicap sign vandalism police report: \* Kurt will reopen the police report and send a bill to the vandal.

**HOA-supplied Hazard Insurance:** The Association's bylaws require the HOA to provide hazard insurance for common elements and for the structure and fixtures of individual units (but not any personal property in them). The board briefly discussed dropping earthquake insurance, but decided to keep it. Kurt has investigated the deductible amount; the board will discuss this at the next board meeting.

**Waiver of Parking Permit Fee for Owner of Foreclosed Property:** The board discussed an owner request to provide a parking permit, since the permit did not come to the owner when he bought the foreclosed property. The board approved the request.

**Sheetrock Repair to Fannie Mae Property:** A unit owned by Fannie Mae (FNMA) experienced sheetrock damage as the result of a roof leak. FNMA insisted the HOA pay for the repair because the damage was collateral. The board agreed and funded the repair.

**Reporting Damage to Units:** Owners must inform WCM about any water damage or other serious problems in their units.

**Ventless Fireplace Information Distribution:** Owners must advise tenants and occupants about the ventless fireplace ventilation instructions (found on the web site). \* Kurt will make flyers about the fireplaces and reporting water damage. \* Mary and Denise will deliver these to each unit.

**Next Meeting:** Wednesday, June 22nd at the Timberhill Starbucks.

\* before a name denotes a task to be done